

# Methods to Strengthen Employment Services for Iowans with Disabilities

## Interagency Memorandum of Agreement

October 4, 2007

**Minutes for the Support Team Meeting, Thursday, August 9, 2007, 2:30 to 4:00 p.m., Iowa Vocational Rehabilitation, Starkweather Room. (Prepared by Norma Hohlfeld.)**

**Attending Members of the Support Team:** Shan Sasser, Department for the Blind; Mike Maher, Iowa Vocational Rehabilitation Services; John TenPas, DHR, Division of Persons with Disabilities; Janet Shoeman, Department of Human Services; Jill Whitten, Department of Human Services; Doug Keast, Iowa Workforce Development, and Norma Hohlfeld, Support Team Coordinator.

**Guest:** none

**Absent:** Becky Harker, Governor's Developmental Disabilities Council; and Barbara Guy, Department of Education

**1. Improving Transition Outcomes (ITO) is sponsoring the Capacity-Building Forum discussed by Connie Ehlers at July meeting. Discussion on details and arrangements, who will attend, etc.**

When: 9:00 am to 1:00 pm on Friday, September 28, 2007

Where: Best Western Airport Hotel & Conference Center  
1810 Army Post Road, Des Moines

Why: To build upon promising youth & transition practices

Who: State of Iowa agencies and non-profits with a vested interest in youth transition

Format: 2 tracks: one for decision makers and one for field staff

**1. Capacity Building Discussion** facilitated by Paul DiLorenzo, by invitation only, includes: Governance Group, MOA Support Team, ICYD Steering Committee and Work Group

**2. Capacity Building Dissemination of Promising Practices**

Currently accepting nominations for presenters.

Attendees are responsible for further disseminating the promising practices.

Please consider how to best disseminate the promising practices statewide in your agency/organization. Perhaps:

- Send a representative from each area/region
- Send a person or two from your staff
- Attend this track yourself because it is more applicable to your work than the discussion track

**Important note: ITO will pay travel costs (lodging, mileage, meals, as applicable and at state rates) for statewide participation in the Dissemination track.**

**RSVP by August 15** to Connie Ehlers at 281-0275 or [connie.ehlers@iowa.gov](mailto:connie.ehlers@iowa.gov) noting:

- If you will participate in the Discussion or Dissemination track
- If you have a Promising Practice to share
- How many representatives you would like to send

I will send travel information to those of you who respond that you want to send representatives and have their travel costs paid for by ITO.

Connie M. Ehlers, MS, CRC

Telephone 515-281-0275 or 1-800-532-1486 x10275

Fax: 515-281-4703

### MOA Support Team Members

Norma Hohlfeld, Support Team Coordinator  
Shan Sasser, Iowa Department for the Blind  
Barbara Guy, Iowa Department of Education  
Micheleen Maher, Iowa Vocational Rehabilitation Services, Iowa Department of Education  
John TenPas, Iowa Department of Human Rights  
Janet Shoeman and Jill Whitten, Iowa Department of Human Services  
Becky Harker, Iowa Governor's Developmental Disabilities Council  
Doug Keast, Iowa Workforce Development

Doug, Janet, Jill, Mike, John and the Coordinator are planning to attend the Capacity-Building Forum. Jill Whitten will remind Tammy Amsbaugh and Jennifer Steenblock of the Medicaid Infrastructure Grant.

**2. Update on Collaboration Barriers Survey and the Assistive Technology Review**

Doug Keast reported that, in addition to Regions 1 and 10, Region 13 has told Dr. Stensrud that they are interested. Regions 1 and 10 are working with Dr. Stensrud now to make arrangements for the Assistive Technology Review. Doug may make some follow-up calls to certain people around the state to solicit participation.

**3. Support Team Field Visit to Region 1, Dubuque**

September 13 has been selected as the best for highest participation. This field visit will take the place of the September Support Team meeting. Doug will work with the Region 1 Navigator on final arrangements. Perhaps this field visit could coincide with Dr. Stensrud's Assistive Technology Review visit.

**4. The MOA renewal for FFY 2008—October 1, 2007**

The document was sent to the Support Team and Barb McClannahan for review on 7-31-07. Some small changes have since been made (as noted below) so you may wish to reprint or make handwritten notes in order to have the most recent version of the document.

- to the Signatory page to add Elisabeth Buck as the Director of IWD;
- to Att. A to capitalize Norma's name;
- to Att. B to add Shan Sasser's clarifying language to the discussion of Customer B;
- to Att. C to add more detail on legal references to the Agency Regulations section for the Department of Education.

At date of this agenda, the final response has not been received from the DHS privacy and security officer regarding their reservations about DHS releasing information on these items as safe data:

- on functional limitations,
- reasonable accommodations
- eligibility for or receipt of SSI or SSDI

The Support Team discussed plans for presentation of the new Strengthening Employment Services MOA to the Governance Group at their August 16, 2007 meeting.

**5. Reports from Support Team members on things we all need to know.**

Doug Keast reported that new Disability Program Navigator has been hired. He also shared the information that the press release for the partnership for the Employment Network for Persons with Disabilities has been released.

Jill Whitten reported that the MEPD Survey for 2005 has been officially published.

**6. Other items from Support Team members:** as raised at the meeting.

The Support Team decided that they would prefer a meeting time like that used for the meeting today—a change requested by a member who had a conflict with the 2:00 time. Beginning with the next meeting, the official Support Team meeting day and time will be the second Thursday of each month, 2:30 to 4:00 p.m.